



4 FOOD PACKAGE /DRAFT ISSUANCE

Effective: 3/1/98

4.16 Non-Contract Standard Formulas

Revised: 4/1/03

POLICY: WIC-approved non-contract standard formulas may be issued in limited circumstances and when a project RD approves. If the prescribed formula is not available at a WIC-approved grocery store or pharmacy, a WIC-approved pharmacy is required to order it.

PROCEDURE:

A. APPROVED NON-CONTRACT STANDARD FORMULAS

The WIC-approved non-contract standard formulas are listed on the Food Package Tailoring/ Selection Charts, Noncontract Standard Formulas section (see attachment to Policy 4.10) and on the WIC Program Formulas and Medical Foods Table (see attachment to Policy 4.14).

B. DETERMINATION OF NEED

1. Inquire as to why the parent/caregiver is requesting a non-contract standard formula.
 - a) If an infant was discharged from a hospital on a different formula, inform the parent/caregiver that various brands of formulas are all basically the same. Issue the appropriate contract formula package.
 - b) If the mother/caregiver is reporting intolerance symptoms (e.g., diarrhea, vomiting, constipation, etc.) to a contract formula and is requesting a noncontract formula, carefully assess the symptom (e.g., common spitting up vs projectile vomiting), whether or not the child is ill, and feeding practices using the "WIC Program Noncontract Formula Request" form (see the Attachment).
 - (1) If the screening indicates *inappropriate* feeding practices or other health-related concerns (i.e., any "yes" answers to 1 through 8, or "no" answers to 9 through 14), counsel as needed and issue contract formula. Recommend soy or lactose free formula as appropriate.
 - (2) If feeding practices seem *appropriate* (i.e., "no" answers to 1 through 8, or "yes" answers to 9 through 14) and there seem to be no other causes of intolerance of symptoms, noncontract formula may be issued after obtaining a prescription from the physician's office, verbally or in writing.



C. APPROVALS and DOCUMENTATION

1. RD approval and medical documentation are required as delineated in Policy 4.10.
2. Document symptoms and results of screening on the DPH 4716 Noncontract Standard Formula request form (see Attachment), or in another place as long as the screening results are adequately documented.

D. AVAILABILITY FOR PURCHASE

1. Non-contract standard formulas are generally available at WIC-approved grocery stores.
2. If the prescribed formula is not available at a WIC-approved grocery store, the participant needs to purchase the formula at a WIC-approved pharmacy. If availability at a pharmacy is uncertain, either the participant or the Project needs to call the pharmacy before shopping to assure the formula is available. If the pharmacy does not stock the formula, they are required by their agreement with the WIC Program to order it for the participant.

E. REASSESSMENT

1. The continued need for non-contract formula must be reassessed at the Infant Update and subsequent certifications.
2. At a minimum, a new prescription is required when the physician's intended length of use expires. Professional judgment should be used regarding whether or not to contact the physician's office for verification of the prescription or the intended length of use. Projects may require a new prescription at the Infant Update or subsequent certifications, if desired.

F. MONITORING OF ISSUANCE RATES

1. The State WIC Office monitors statewide noncontract standard infant formula issuance rates. The goal is <1% of all infant formula packages; >5% indicates a need for reevaluation of the policy and/or implementation of it.
2. Projects should monitor their issuance rates, which should also be =5%. The rate is included in the Composite Reports (WIC902 and 903).

ATTACHMENT:

DPH 4716 WIC Program Non-Contract Standard Formula request form